United Nations ST/AI/2011/6/Amend.1

Secretariat

30 December 2011

Administrative instruction

Mobility and hardship scheme

1. Pursuant to section 4.2 of Secretary-General's bulletin ST/SGB/2009/4, and for the purpose of implementing General Assembly resolution 66/235, the Under-Secretary-General for Management amends as follows administrative instruction ST/AI/2011/6 entitled "Mobility and hardship scheme".

The following paragraph is added in section 2:

"2.8 In the exceptional case of staff members who remain at the same duty station at the explicit request of the Organization or for compelling humanitarian reasons, the payment of the mobility allowance may continue for a maximum period of one additional year, for a total of six consecutive years at one duty station."

2. Section 7 is replaced with the following text:

"Adjustments or discontinuation of payments shall be made when applicable as a result of change of duty station, change of dependency status, change of designation or classification of duty station, promotion, completion of five or six years' consecutive service at the duty station, as applicable, period on special leave or separation. An adjustment shall also be made if a staff member receives a special post allowance to a higher level which would bring the staff member's entitlement into another range (this normally would apply for special post allowances at the P-4, D-1 or FS-7 level), thus giving rise to a higher amount of the allowances in accordance with the amounts specified in the tables in the annex."

3. The annex to ST/AI/2011/6 is replaced with the annex to the present instruction.

4. The present instruction shall enter into force on 1 January 2012.

(*Signed*) Angela **Kane**
Under-Secretary-General for Management

11-65698 (E) 040112

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Annex

Amounts payable under the mobility and hardship scheme

Table 1
Mobility allowance

(Annual amounts in United States dollars)

Group 1 (P-1 to P-3)
Dependency status

Duty station category	*Number of assignments*			
	1	*2-3*	*4-6*	*7+*
H	—	—	2 700	3 370
A	—	7 130	9 640	13 010
B	—	7 130	9 640	13 010
C	—	7 130	9 640	13 010
D	—	7 130	9 640	13 010
E	—	7 130	9 640	13 010

Single status

Duty station category	*Number of assignments*			
	1	*2-3*	*4-6*	*7+*
H	—	—	2 020	2 520
A	—	5 350	7 240	9 760
B	—	5 350	7 240	9 760
C	—	5 350	7 240	9 760
D	—	5 350	7 240	9 760
E	—	5 350	7 240	9 760

Group 2 (P-4 and P-5)
Dependency status

Duty station category	*Number of assignments*			
	1	*2-3*	*4-6*	*7+*
H	—	—	3 060	3 830
A	—	8 200	11 070	14 940
B	—	8 200	11 070	14 940
C	—	8 200	11 070	14 940
D	—	8 200	11 070	14 940
E	—	8 200	11 070	14 940

Single status

Duty station category	*Number of assignments*			
	1	*2-3*	*4-6*	*7+*
H	—	—	2 310	2 870
A	—	6 160	8 310	11 210
B	—	6 160	8 310	11 210
C	—	6 160	8 310	11 210
D	—	6 160	8 310	11 210
E	—	6 160	8 310	11 210

Group 3 (D-1 and above)
Dependency status

Duty station category	*Number of assignments*			
	1	*2-3*	*4-6*	*7+*
H	—	—	3 440	4 310
A	—	9 270	12 520	16 900
B	—	9 270	12 520	16 900
C	—	9 270	12 520	16 900
D	—	9 270	12 520	16 900
E	—	9 270	12 520	16 900

Single status

Duty station category	*Number of assignments*			
	1	*2-3*	*4-6*	*7+*
H	—	—	2 580	3 230
A	—	6 950	9 390	12 670
B	—	6 950	9 390	12 670
C	—	6 950	9 390	12 670
D	—	6 950	9 390	12 670
E	—	6 950	9 390	12 670

Table 2
Hardship allowance
(Annual amounts in United States dollars)

	Group 1 (P-1 to P-3)		*Group 2 (P-4 and P-5)*		*Group 3 (D-1 and above)*	
Duty station category	*Dependency status*	*Single status*	*Dependency status*	*Single status*	*Dependency status*	*Single status*
H						
A						
B	5 810	4 360	6 970	5 230	8 140	6 100
C	10 470	7 840	12 780	9 590	15 110	11 340
D	13 950	10 470	16 280	12 210	18 590	13 950
E	17 440	13 080	20 920	15 690	23 250	17 440

Table 3
Non-removal allowance
(Annual amounts in United States dollars)

	Group 1 (P-1 to P-3)		*Group 2 (P-4 and P-5)*		*Group 3 (D-1 and above)*	
Duty station category	*Dependency status*	*Single status*	*Dependency status*	*Single status*	*Dependency status*	*Single status*
H	2 150	1 620	2 700	2 020	3 230	2 420
A	2 150	1 620	2 700	2 020	3 230	2 420
B	2 150	1 620	2 700	2 020	3 230	2 420
C	2 150	1 620	2 700	2 020	3 230	2 420
D	2 150	1 620	2 700	2 020	3 230	2 420
E	2 150	1 620	2 700	2 020	3 230	2 420

Table 4
Additional non-family hardship allowance
(Monthly amounts in United States dollars)

	Group 1 (P-1 to P-3)		*Group 2 (P-4 and P-5)*		*Group 3 (D-1 and above)*	
	Dependency status	*Single status*	*Dependency status*	*Single status*	*Dependency status*	*Single status*
	1 453	545	1 743	654	1 938	727

United Nations ST/AI/2011/7/Amend.1

Secretariat

28 December 2011

Administrative instruction

Rest and recuperation

1. Pursuant to section 4.2 of Secretary-General's bulletin ST/SGB/2009/4, and for the purpose of implementing General Assembly resolution 66/235, the Under-Secretary-General for Management amends as follows administrative instruction ST/AI/2011/7 entitled "Rest and recuperation".

Section 3.9 is replaced with the following text:

"3.9 Rest and recuperation is granted for five consecutive calendar days not charged to annual leave, in addition to the actual travel time to the designated rest and recuperation destination."

2. The annex of ST/AI/2011/7 is replaced with the annex to the present instruction.

3. The present instruction shall enter into force on 1 January 2012.

(*Signed*) Angela **Kane**
Under-Secretary-General for Management

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Annex

Rest and recuperation framework

Frequency	*Conditions*
4 weeks	Extreme emergency situations
	• Where danger pay is authorized by the Chair of the International Civil Service Commission
6 weeks	Exceptional and temporary situations in non-family/restricted duty stations
	• Active conflict
	• Natural disaster or other similar extreme conditions
8 weeks	Non-family/restricted duty stations
	• All duty stations declared by the Department of Safety and Security as restricted for all eligible dependants for security reasons
	• All duty stations designated as non-family by the Chair of the International Civil Service Commission
12 weeks	Duty stations with high levels of hardship
	• Non-capital duty stations with a hardship classification of D or E
	• Exceptional cases of category E capital cities